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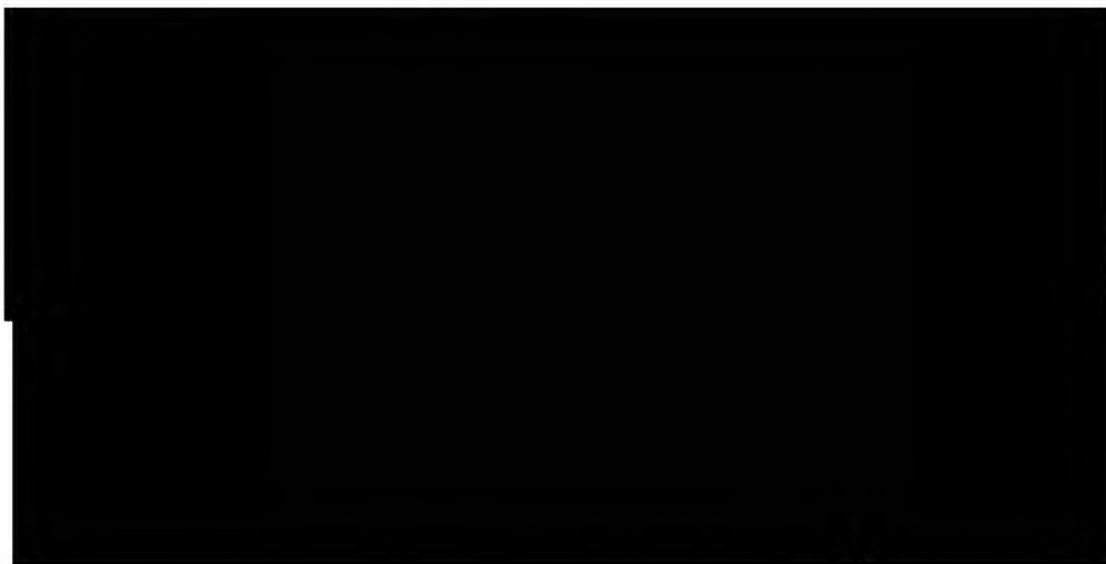
Office Memorandum • UNITED STATES GOVERNMENT**OGC Has Reviewed**

TO : Chief of Logistics

DATE: FEB 6 1958

FROM : Chief, Transportation Division

SUBJECT: Weekly Activity Report

1. GENERALa. Movement of CIA Dependents (continued item)c. Negotiation of Use of GSA Bills of Lading (continued item - completed)

A proposed Logistics Office Instruction concerning the use of GSA Bills of Lading by components of the Logistics Office and [redacted] will be submitted in the near future. No further report will be made on this item unless something unusual occurs in connection with it.

d. Tours of duty other than normal in the Highway Branch (continued item)

No change. A staff study has been prepared for the purpose of establishing tours of duty other than normal in the interest of economy and efficiency. This study is now being circulated for concurrences and will be submitted to the Chief of Logistics for approval within the very near future prior to submitting to Director of Personnel.

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e. Shipment of Personal Effects of Deceased Employee (new item - completed)

On 19 May a cable dated 13 May was received in the Transportation Division notifying this headquarters that shipment of personal effects

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requested that the shipment be brought to Washington for security inspection. Security inspection was performed and personal effects shipped to the destination indicated above on 30 July 1953. The 45 day delay for the purpose of performing the security inspection appears to be due to lack of regulations and procedures concerning the security inspection of effects of deceased persons and a misunderstanding as to whether the inspection should be performed at an overseas station or after arrival in the continental United States. On 15 July 1953 another shipment of personal effects arrived in New York by water carrier consigned as above. This shipment was also brought to Washington for security inspection and was shipped to the consignee on 1 August 1953. It is pointed out that had there been a definite regulation and a clear understanding of such regulation in connection with the security inspection of personal effects, the delay of the air shipment for 45 days would not have occurred. Action will be initiated by Transportation Division to request the Director of Security to have a procedure established.

2. PROJECTS AND STUDIES IN PROCESS

a. Transportation of Privately-owned Automobiles to Ports of Embarkation (continued item - completed)

A draft of a proposed Agency regulation concerning transportation of privately-owned automobiles to ports of embarkation has been prepared and submitted to the Administrative Staff, Logistics Office.

b. Objectives of the Transportation Division for Third Quarter Calendar Year 1953 (continued - completed)

A list of new objectives of the Transportation Division has been received. Action is being taken to achieve these objectives and progress thereon will be reported from time to time under par. 5.

c. Transfer of Covert Government-owned Motor Vehicles to Overt Status (new item - continued)

A draft of Logistics Office Instruction, subject, Transfer to an Overt Status of Government-owned Vehicles procured from Unvouchered Funds, has been prepared and will be submitted to the Logistics Office in the near future.

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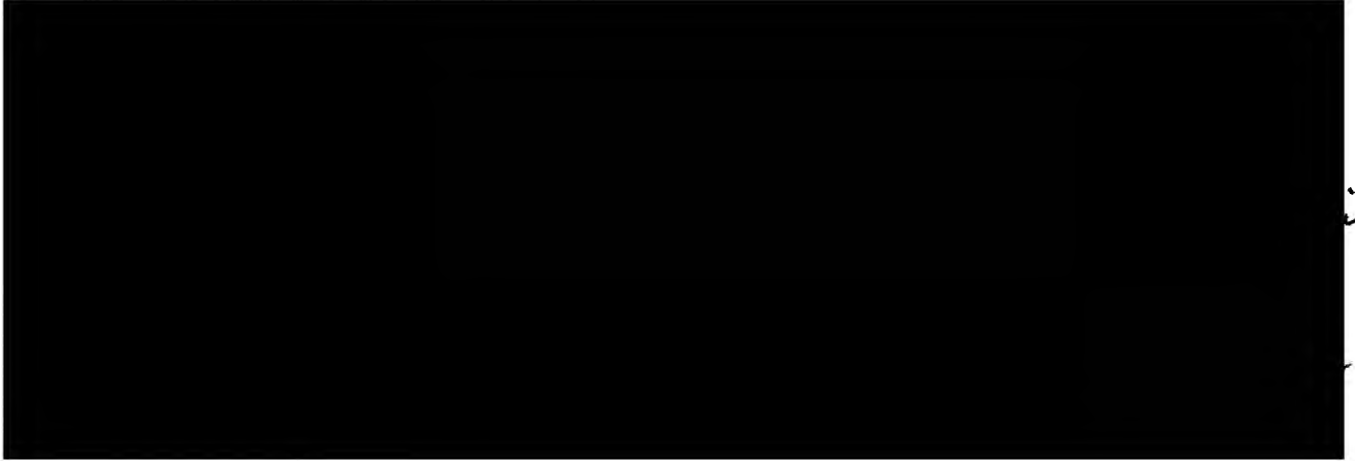
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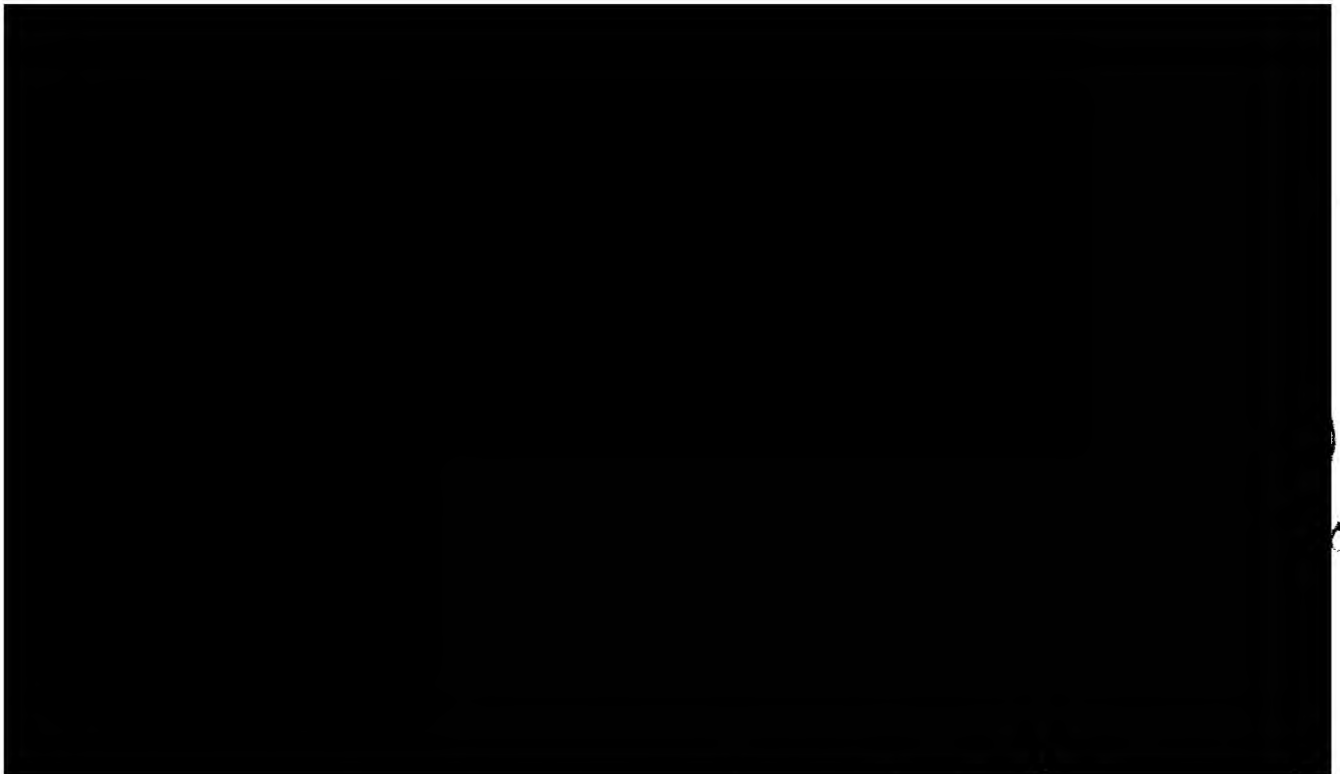
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3. OTHER ITEMS OF INTEREST

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c. Trucking Operations and Other Highway Activities (new item - completed)

(1) During the week of July 27 through August 1, 1953, there were six out-of-town trips to the New York City area. A total of 711 cases weighing 56,100 pounds was moved on these trips. ✓

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d. Proposed Shipment of [REDACTED] to FE
(new item - continued)

Several conferences have been held on planning for the shipment of [REDACTED] plus spare engines and parts to the F.E. ✓

At a meeting on 3 July 1953, attended by representatives of the FE Division, Coordination and Requirements Staff, and Transportation Division, it was determined that additional information, as follows, was necessary before definite action could be taken in connection with this shipment:

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- (1) Status of purchase of [REDACTED]
- (2) Determination of method [REDACTED]
- (3) Determination of consignee.

Prior to the next meeting, in regard to this matter, representatives of the above-listed divisions will be informed of the information obtained. Representatives of the Office of Security who will attend the next meeting will be notified of the problems so that security implications may be investigated. [REDACTED] of the F.E. Division told the representatives of the Transportation Division that the assistance of the Transportation Division will be required in this project but the extent of such assistance is undetermined. No actions are required of the Transportation Division prior to the next meeting.

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4. SPECIAL PROBLEMS

a. Return of Household Effects without Prior Notification
(continued item)

No change. Further action on the part of the Transportation Division in this matter is withheld pending further information from the FE Division. The household effects belonged to employees transferred (PCS) from [REDACTED]

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b. Change in Procedure in trucking operations from Washington to New York (continued - completed)

No change. The Staff Study should reach Chief of Logistics on 5 August for approval. This will not be reported again as the operations of scheduled runs will be placed into effect promptly after approval of Chief of Logistics.

c. Change in Foreign Service Regulations regarding Time Limit on Movement of Dependents and Household Effects (new item - completed)

A change in Foreign Service Travel Regulations was recently received in the Transportation Division. This change, dated 29 June 1953 and designated 180 FSTR 3.6, in general, requires that travel of dependents and shipment of personal effects must commence not later than six months after the employee completes his personal travel pursuant to authorization, and contains provisions for a waiver of time limitations when circumstances warrant it. Agency [REDACTED] provides that dependent travel and shipment of effects will commence within one year of completion of the employee's travel. Since it was not clear in the Transportation Division as to whether or not the change in Foreign Service Travel Regulations would be binding in this Agency, a request for a decision was made to the Office of General Counsel.

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A representative of the General Counsel's Office [REDACTED] stated that Foreign Service Regulations were an adoptive standard that could be used for the lack of an appropriate Agency Regulation.

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He cited Section 5 (a), Public Law 110, which states that travel allowances and related expenses will be governed by such regulations as the Director may prescribe. He also stated that the provisions of Agency [REDACTED] which states that dependents travel and shipment of effects will commence within one year of the completion of employee's travel, would continue to apply to this Agency.

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d. Six months Storage of Personal Effects of Former Employee of
[REDACTED] (New item - completed)

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[REDACTED] returned from overseas on 20 October 1952. In accordance with Agency Regulations [REDACTED] and Foreign Service Travel Regulations, Part III, paragraph 11.1.1, cost of storing personal effects at Government expense is authorized for a period not in excess of three months after first arrival of employee at a Post. [REDACTED]

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household and personal effects arrived at Capital Storage and Moving Company on 20 October 1952, therefore she would have been entitled to storage for the months of November, December and January. On 14 July a bill from the [REDACTED], dated 9 July 1953, was received in the Transportation Division. This bill included an item for storage of the household and personal effects of [REDACTED] from 7 January 1953 to 7 July 1953, a period of six months, at \$29.95 per month, for a total of \$179.70. The Transportation Division can approve storage charges only to the extent that they are authorized in regulations. Since the storage company will charge for a full month, when only a portion thereof is involved, Transportation Division can authorize payment of storage for the month of January only, plus charges for unloading, handling and unpacking, which comes to a total of \$121.08. The Transportation Division does not have authority to authorize payment for storage of the household and personal effects for the additional five months amounting to \$149.75. Therefore, the entire bill was returned to the W. H. Division for that Division to take the appropriate action to obtain approval if it is desired that the entire bill be paid by this Agency. It was recommended to the W. H. Division that action be taken to obtain the approval of DD/P (Admin.) and DD/A in accordance with par. 10.12 of Confidential Funds Regulations, dated 1 February 1949, prior to returning the bill to the Transportation Division to authorize payment.

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e. Shipment of Privately-owned Automobile at Government Expense
(new item - continued)

A memorandum dated 22 July 1953, from the Acting Chief, F.E. Division, to the Chief of Logistics, requested that arrangements be made to effect shipment of a privately-owned automobile belonging to

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25X1A6a [REDACTED] approximately 18 months, has agreed to serve one more year in addition to his present tour of two years, which expires in December. This means that he has approximately 18 months left to serve on [REDACTED] and has requested permission to have his privately-owned automobile sent to him. General Counsel has stated that this shipment should receive the approval of the Deputy Director (Administration); approval of the DD/P (Admin.) was indicated in a memorandum from the Acting Chief, F.E., to Deputy Director for Plans (Admin.), dated 16 July 1953. Paragraph 6 of CIA, [REDACTED], places a time limitation of one year from the time the employee arrives at his overseas station for transportation of his effects. Par. 10.12, Confidential Funds Regulation, dated 27 September 1951, states that when authority is not specifically provided in these regulations, the Deputy Director (Administration) may make final action on such matters. A memorandum to the Acting Deputy Director (Administration), subject, Authority to Ship at Government Expense a privately-owned automobile for [REDACTED] has been prepared for the signature of the Chief of Logistics, recommending approval of the shipment of automobile so that the Transportation Division can take the action necessary to effect shipment.

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5. MAJOR OBJECTIVES

A resume of major objectives will be reported in the Weekly Activity Report for next week.

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